



EXECUTIVE OFFICE OF THE PRESIDENT  
OFFICE OF MANAGEMENT AND BUDGET  
WASHINGTON, D.C. 20503

ER - file

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September 28, 1983

## MEMORANDUM FOR HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

FROM: Joseph R. Wright, Jr. *Relingst*

SUBJECT: Contingency Planning Meeting/Possible Appropriations Hiatus

Executive Record

83-4729

1. A meeting has been scheduled for Thursday, September 29, in Room 450 OEOB at 4:30 P.M. for all agencies potentially affected by an October 1 appropriations hiatus. The purpose of this meeting is to coordinate agency contingency planning and to answer questions which have arisen with regard to such plans.

2. Potentially affected agencies are those not covered by the three following appropriations bills already signed into law:

- o HUD - Independent Agencies
- o Transportation and Related Agencies
- o Energy and Water Development

3. Each potentially affected agency is requested to send no more than two senior officials to attend the meeting, preferably at the General Counsel/Assistant Secretary for Management level. Your office is requested to telephone 395-5600 to provide the names of the persons who will attend, so that we can arrange for necessary clearances.

4. It is vital to emphasize that the meeting is being held solely for contingency planning purposes, and that no implication should be drawn regarding the likelihood of an appropriations hiatus.

*After discussing this with EXDIR I requested of COMPT that he attend. Childs will contact and provide his name plus one other*

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